

Doing Business with the U.S. Army Corps Of Engineers

Mandatory Registration: The Federal Government mandates that a contractor be registered in the Central Contractor Registrar (CCR) prior to the award of a Federal contract. Federal Acquisition Regulation (FAR) clause 52.204-7 states that in order to do business with the Government, the contractor must be registered in the CCR database. Firms interested in doing business with the Federal Government should visit the CCR website to register: <http://www.ccr.gov>. The website contains a tutorial for registration assistance.

Announcements of Opportunities: Firms seeking opportunities with the U.S. Army Corps of Engineers (USACE) must utilize the FEDBIZOpps, (<http://www.fbo.gov/>). The FEDBIZOpps is a public website used by the federal agencies to advertise solicitation valued at \$25,000 and over. Procurement valued between \$2,500 and \$25,000 must be posted on the Contracting Office's local bulletin board or website for a reasonable length of time. Procurements under \$2,500 are usually procured using the Government Purchase Card (GPC).

Acquisition Regulations: USACE is required to conduct its procurements subject to the Federal Acquisition Regulation (FAR), and DoD, Army and USACE supplements. Potential contractors, such as the company that you represent, should familiarize yourself with the following regulations:

FAR Regulations	Location
Federal Acquisition Regulation (FAR)	(http://www.arnet.gov/far/)
Defense Federal Acquisition Supplement (DFARS)	(http://www.acq.osd.mil/dpap/dfars/)
Army Federal Acquisition Regulation Supplement (AFARS)	(https://webportal.saalt.army.mil/saal-zp/acq_reg.htm)
USACE Federal Acquisition Supplement (EFARS)	(http://www.hq.usace.army.mil/cepr/asp/library/efar.asp)

Contacting USACE: USACE procurements are conducted by Contracting Offices located at districts and centers. Firms can obtain information on districts and centers located in their state from the Headquarters (HQ) USACE website (<http://www.usace.army.mil>) by selecting "Where We Are." Often, more than one district performs work within a state. This is due to the mission of the districts, which may focus on military or civil works programs. The first point of contact for a small business seeking to do business with the USACE is the Deputy of Small Business, who can assist vendors in identifying contracting opportunities and meeting with technical, contracting, or project management staff. A complete listing of USACE Deputies for Small Business can be obtained from the HQ USACE Small Business Website by selecting Contracting with the US Army Corps of Engineers (<http://www.hq.usace.army.mil/hqsb/contracting.htm>).

Subcontracting Opportunities: Firms should also consider subcontracting opportunities available with the Department of Defense (DoD) Prime contractors. There are two primary methods of locating information on subcontracting opportunities:

DoD maintains a Subcontracting Directory that lists all major DoD prime contractors by state and provides a point of contact (Small Business Liaison Officer) within each firm. The directory is available at: (<http://www.acq.osd.mil/sadbu/publications/subdir/index.html>)

SBA's Sub-Net (<http://web.sba.gov/subnet/>) is another valuable resource for obtaining information on subcontracting opportunities. Prime contractors as well as other Government, commercial, and educational entities, post solicitations or notices.

Participation in Outreach Events: Outreach events, such as conferences and workshops, provide an opportunity for small business firms to meet with procurement specialist from military and civilian agencies, as well as federal prime contractors. For example, USACE conducts annual Small Business Conferences in the Washington, DC area. Each year, representatives from all USACE Divisions, Centers and Districts come together to speak with small businesses about USACE contracting opportunities. USACE exhibit booths are set-up by geographical regions to allow small businesses an opportunity to speak directly with senior leadership, contracting and project management staff from all contracting offices within USACE. Most of the large business prime contractors that work with USACE are present to discuss small business subcontracting opportunities. The HQ USACE website contains a listing of business outreach conferences (<http://www.hq.usace.army.mil/hqsb/conf/conflist.asp>) in which USACE representatives will participate. Information about additional conferences can be found at the Department of Defense (DoD) Office of Small and Disadvantaged Business Utilization (OSADBU) website (<http://www.acq.osd.mil/sadbu>), and at the Army OSADBU website (<http://www.sellingtoarmy.com>).

Architect Engineer Contracting Opportunities: USACE Architect-Engineer contracting opportunities are associated with the design or construction of real property. These services include architect, engineering, design, water resources planning, water resources engineering, surveying, and core drilling requirements. Engineering Pamphlets (EP) 715-1-4 and 715-1-7 are of particular interest to A-E firms, and can be accessed from the USACE website <http://www.usace.army.mil/inet/usace-docs/eng-pamphlets/ep.htm>. EP 715-1-4, How to Obtain Consideration for Architect-Engineer Contracts with the U.S. Army Corps of Engineers, describes USACE A-E acquisition procedures, including how primary and secondary selection criteria are applied by pre-selection and selection boards, debriefings of unsuccessful firms and performance evaluation. It also contains a listing of Internet addresses relevant to A-E Contracting, and information on the USACE A-E Training course. Appendix J of the EP addresses USACE Procedures for acquiring A-E services using the Small Business Program.

Construction Contracting Opportunities: Firms interested in construction opportunities are encouraged to review Engineer Pamphlet 415-1-5, How to Obtain Construction Contracts with the US Army Corps of Engineers, located at <http://www.usace.army.mil/inet/usace-docs/eng-pamphlets/ep.htm>. USACE Districts conduct the Construction Quality Management (CQM) Course, which is required to be completed prior to receiving a construction contract award. The

course, developed in partnership with *Associated Builders and Contractors* and the *Associated General Contractors* instructs Contractor Superintendents, Quality Control (QC) staff, and foremen in construction quality control and how it relates to Owner quality assurance (QA). It is useful for Owner Construction Managers or Facility Engineers and especially anyone dealing with public sector construction. The course describes the QC/QA system successfully used by the Corps of Engineers and NAVFAC. Contact your closest USACE District office for information on course schedules.

Environmental Opportunities: Depending on the type of environmental work being performed, environmental contracting opportunities may be procured as A-E, construction, or services contracts.

Other Contracting Opportunities: Although the majority of USACE procurements are for A-E, construction, the environmental services, districts and centers also procure other types of services and supplies. Firms are encouraged to contact the district closest to them to identify these other opportunities.

Special Programs and Assistance for Small Business Firms: Numerous Federal agencies and professional organizations provide assistance to small business concerns. The services provided span a full spectrum of information ranging from assisting individuals with establishing a business to assisting businesses with certifications and preparation of proposals in response to Government solicitations. Although not all-inclusive, the listing below serves as good starting point for small businesses to obtain assistance:

Agencies	Web Sites
U.S. Small Business Administration (SBA)	http://www.sba.gov
Small Business Development Centers (SBDC's)	http://www.sba.gov/sbdc/
Procurement Technical Assistance Program(PTAP)	http://www.dla.mil/db/procurem/htm
Service Corps of Retired Executive (SCORE)	http://www.score.org
SBA Veterans Business Development Program	http://www.sba.gov/vets
SBA on-Line Women's Business Centers (WBCs)	http://www.onlinewbc.gov
SBA U.S. Export Assistance Centers (USECA)	http://www.sba.gov/oit/export/useac.html
SBA Office of Native American Affairs	http://www.sba.gov/naa/
SBA Tribal Business Information Centers	http://www.sba.gov/naa/tribes/
SBA Assistance to Minority-Owned Businesses	http://www.sba.gov/starting_business/special/minorities.html
SBA HUBZone Empowerment Program	https://eweb1.sba.gov/hubzone/internet

This document as been prepared by the HQUSACE Small Business Office and is current as of 9 March 2005, Comments/ suggestions should be referred though the website at <http://www.hq.usace.army.mil/hqsb>.